



MARKETPLACE – SMALL & ATTRACTIVE OR FIXED ASSETS ACCOUNT CODES QUICK REFERENCE SHEET

In the Marketplace you may not split the small and attractive fund codes (E408/E409) between Chart 1 and Chart 2. Consult Accounting Services for how to code anything that is being split using Chart 1 and Chart 2 funds that could involve E408/E409.

Small and attractive items, **Chart 1 only, \$0 - \$4,999**, use the following codes:

Commodity Code	Description	Account Code	
		If single item cost is under \$1,000	If single item cost is \$1,000 - \$4,999
20400	Laptops, Notebook Computers, Tablets, and Smart Phones	E407	E409
65500	Cameras, Still Picture (Digital Cameras)	E404	E408
65500	Cameras, Still Camera Equipment	E404	E408
88000	Audio Visual Cameras, Projectors, and Equipment	E404	E408

Fixed assets, **\$5,000 or above, both Chart 1 and Chart 2** funds use the following codes:

Commodity Code	Description	Account Code If single item/system cost is more than \$5,000
20400	Computer Hardware & Peripherals (Desktops, Laptops, Tablets, Monitors, Printers)	E412
20600	Computer Hardware & Peripherals for Network and Enterprise Servers	E412
20900	Software for Networked/Enterprise Servers <i>One Million Dollars and Above Only</i>	E413
Varies	Any other type of Equipment or System making up one single item \$5,000 or more	E411 – E415
Varies	Computer Equipment	E412
Varies	Other Equipment	E414
42000 or 42500	Furnishings \$5,000 or more	E415

Restricted items regardless of the cost use the following codes:

Commodity Code	Description	Account Code
68052	Weapons, Misc (Signal Guns, etc.)	E408
68052	Chemical Weapons and Equipment	E408
68052	Firearms and Accessories	E408